

MEETING MINUTES
SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE
December 11, 2013 - Regular Meeting
9:30 AM – Building Construction Services Conference Room

Attendees: Bob Dratch, Barbara Hundley, Carol McGuire, Roseann Phillips and Sandy Slater

Absent: Karen Price (excused)

County: Judith Nothdurft, Gregg O'Connor

Guests: Sign-in sheet attached

The meeting was called to order at 9:42 a.m., a quorum was present.

The Minutes from 10/15/13, 11/13/13, and 11/20/13 were approved as written. The Minutes from 10/24/13 were approved as corrected; adding Carol McGuire's name as the note taker.

The Agenda order was changed to begin with St. Paul Linear Park.

Unfinished Business:

- St. Paul Linear Park

1. Dog Waste Stations - have been installed here and in San Domingo Park. Mr. O'Connor ordered additional single-pull waste bags and disposal can liners for both parks. The Dog Waste Stations here and in San Domingo Park will be emptied by the Maintenance & Operations (M&O) crew until the service is added to the Landscape Maintenance Contract when it goes out for re-bid next year.

2. Irrigation Leak - Mr. O'Connor stated that the irrigation system leak has been fixed. The solar panel power converter is no longer available and a 6V lantern battery was purchased for power and should last approximately one year. A solar battery quote will be provided. See motion under San Domingo Park for protective housing for the irrigation pump.

- Learning Garden - this is a County Park with a lease agreement with the Conservancy and Community Trust of South Gulf Cove (SGC) allowing volunteers to help maintain the garden. There is a concern regarding the loss of volunteers for the Learning Garden. A SGC Beautification Advisory Committee special meeting has been scheduled and advertised for December 18, 2013 at 8:30 a.m. at the Learning Garden to discuss the future of the garden and the involvement of the volunteers.

- Landscape Maintenance Contract – determining the maintenance services needed for the Learning Garden will be an important consideration in the revision of the contract. Mr. O'Connor estimated the approximate cost for the landscape maintenance services at the Learning Garden to be from \$ 10,000 - \$20,000.

- San Domingo Park

1. Benches – five benches from Wausau Tile were ordered at a cost of \$3,310.01. This includes \$2,460 for the five benches, \$125 for placement of the benches by the Wausau Tile truck with crane, and \$ 725.01 for shipping. Mr. O'Connor explained that Wausau Tile was not able to install the benches on the existing concrete slabs at the park and only had the ability to unload the benches 25 ft. from the truck using a crane. Mr. O'Connor has arranged for the benches to be delivered at the San Casa Public Works Yard and the M&O crew will transport and place the benches on the concrete slabs according to America Disabilities Act (ADA) requirements. The Committee was concerned about the delivery and installation costs and requested Mr. O'Connor to obtain an estimate of the cost for M&O to transport the benches from the San Casa Yard and install them in the park.

2. Irrigation System Status – Mr. O'Connor reported that the system is in good repair. Proposed housing for the pump station was discussed. Mr. Dratch made a motion to request a quote from Mr. Dalenberg for concrete footing to be installed around irrigation controllers with hinged covers and locks at San Domingo Park and St. Paul Linear Park. The motion was seconded by Ms. Slater and unanimously approved.

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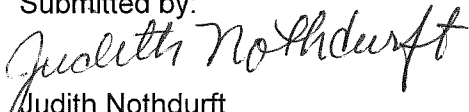
3. Status of Landscape - it was noted the pruning was in good condition since the October 24, 2013 Walk-Through. The committee asked Ms. Nothdurft and Mr. O'Connor to confirm that the dead palm had been replaced according to the Construction Contract warranty and the support strappings removed.
4. Piling Installation - Mr. Rainey, provided an update on the permitting process. The US Army Corps of Engineers (ACOE) has not reviewed the permit application yet. There may be concerns regarding Manatees and the Smalltooth Sawfish. After the ACOE completes their review, the permit application will be forwarded to National Marine Fisheries. National Marine Fisheries has 10 days to review the application, if there are no concerns. If there are concerns, the National Marine Fisheries review could take months. If required, the Piling installation will be permitted under an ACOE Nationwide permit. Mr. Rainey also reported that culvert pipes noted during the last meeting are at the south property line of San Domingo Park and will not interfere with the piling installation.
5. Exercise Equipment - the Committee discussed the Exercise Equipment Report prepared by Mr. Rainey and the PipeLine Fitness Route information provided by Mr. Simeone. Mr. Simeone recommended 10 PipeLine Fitness Stations out of the 18 stations available. Mr. Dratch made a motion to obtain a cost estimate of the delivery, installation and ground cover based on the 10 recommended PipeLine Fitness Stations. The motion was seconded by Ms. Slater and passed unanimously. The Committee agreed on the Evergreen color and the "SofDek" (perforated steel with plastic coating) material. Mr. Rainey will obtain the requested estimate.
6. Picnic Tables - the Committee discussed the picnic table options and agreed that they prefer a one-piece integral concrete picnic table and bench style (similar to the selected concrete benches) meeting ADA requirements. The Committee prefers to have the concrete pad poured at the site rather than attached. If the concrete picnic table and benches come as three separate pieces, the Committee would like to know if the benches can be fastened to the concrete pad. Mr. Rainey will obtain a cost estimate for the picnic table/benches with shipping and determine if all three picnic table/benches are required to be ADA compliant. The information will be reviewed at the next regular meeting.

New Business:

- Election of 2014 Chairperson - the four members present declined to accept the Chair position due to various commitments. The Committee requested that Ms. Nothdurft confirm if the Chair could serve more than three consecutive terms, if there are no members able to accept the Chair position.
- Activity and Financial Reports - Reports were reviewed and discussed. The Committee asked what the specific labor hour and material costs were for under WO 1265100 (SGC Beautification/Entry Features Landscaping Annual WO) for 10/23/13 and 11/20/13 on page 1 of the Activity Report. The Committee also asked what the Inspection charges were for under the same WO on page 2 of the Activity Report. Ms. Nothdurft will follow-up and report back.
- The next regular meeting will be scheduled for Tuesday, January 21, 2014 at 9:30 a.m.
- The next Landscape Maintenance Contract Workshop will be scheduled for January 16, 2014 at 1:00 p.m. at the SGC Home Owner's Association Pavilion.

The meeting was adjourned at 11:40 p.m.

Submitted by:


Judith Nothdurft
Public Works Department

**CHARLOTTE COUNTY
PUBLIC WORKS DIVISION
SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE
ATTENDANCE ROSTER**

MEETING DATE: Wednesday, December 11, 2013

MEETING TIME: 9:30 A.M. – Building Construction Services Conference Room

**INFORMATION SUPPLIED ON THIS FORM BECOMES
PUBLIC RECORD**

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